

Tips on Accessing E-Envelope, and FACTS Text Alerts and Emails

E-Envelope

Every Tuesday and Friday, new flyers, afterschool workshops and other important information will be posted on our school E-Envelope. The E-Envelope can be accessed by following this procedure:

- go to www.slswhitestone.org
- go to the Parents tab and select Family E-Envelope
- the password to view documents is 22luke\$
- documents can be viewed, downloaded and printed from E-Envelope

Receiving FACTS Text Alerts

The school sends out text alerts to share important updates and information. In order to ensure you are signed up to receive school alerts please follow this procedure:

- go to your text messages on your phone and create a text to the number 31706
- in the text box, type start
- you will receive a message thanking you for joining PikMyKid Update alerts
- you will now receive St. Luke School text alert messages

FACTS Emails

Every Friday, the school sends out a parent weekly update. This update will be sent to the email address you provided when you registered your FACTS account. Please be sure the school has an updated and accurate email address to ensure you will receive the weekly updates.

If you have any questions about receiving school communication, please email Lisa Reyes, lreyes@slswhitestone.org or Linda Mezic, lmezic@slswhitestone.org.

Thank you.